

**TOWN OF UNDERHILL  
SELECTBOARD MEETING MINUTES  
6:00 p.m., Thursday, September 26, 2013**

**Selectboard:** Brad Holden, Seth Friedman, David Rogers

**Town Staff:** Brian Bigelow, Town Administrator, RaMona Sheppard, Finance Officer, Pam Shover, Chief Lister and Sherri Morin, Town Clerk

**Public:** Ron Seymour, Patsy McLaughlin, Ruth Miller (MMCTV15), Connie Schalk, Sean Audette, Tim Potvin, Theresa Potvin, Mary Potvin, Marlene Cummings

**6:00 p.m. Meeting called to order.**

**6:01 p.m. Public Comment**

Ron Seymour came in to give the Selectboard information he had received from State of Vermont Stream Alteration Engineer Chris Brunelle. He also wanted to ask the Board about the revival of a potential flood mitigation project previously proposed in the area of the intersection of Dumas Road and Route 15. Mr. Seymour recognizes that it would be an area project with considerations both up and downstream. No decision was made at this time, Mr. Seymour encouraged to stay involved.

**6:05 p.m. Discussion with Chief Lister Pam Shover and Patsy McLaughlin**

The potential transfer of property between 3 abutting property owners, two of whom were in land contracts (1 municipal and 1 state). The penalty implications of breaking contracts were discussed and the property owner is currently inclined to wait until the termination of her contract.

**6:34 p.m. Discussion with RaMona Sheppard, Town Finance Officer**

Mona presented a quick review of the current budget. The only area of concern was the amount spent on the Part time Highway budget line.

Discussion on proposed changes to the municipal health insurance options continued. The Board's consensus was to make the changes that a both neutral to the budget and current employees but to reaffirm that annual review will continue.

Seth Friedman moved that for calendar year 2014, the Town of Underhill will pay an amount equal to the Vermont Health Connect Exchange of BCBSVT Platinum Standard Co-payment option for all eligible employees. Eligible employees are defined in the Town of Underhill Personnel Policy Handbook. Employees are eligible to choose any plan on the Vermont Health Connect or Medicare and Medicare Supplement Policies, but town payments will not exceed the premiums for the BCBSVT Platinum Standard Co-payment option. In addition, the Town of Underhill will contribute up to \$1,792 to an HRA for single coverage employees and \$3,582 for two person or family coverage. The employee payroll deduction to health benefits will be 0% of the applicable premium. The town 'Cash in lieu of Insurance' amount will be 45%. All health benefits are reviewed by the

Selectboard and are subject to change annually. Second by David Rogers and approved 3-0.

**6:46 p.m. Discussion with Michael Weisel regarding Town Hall bid**

One bid was received for the Town Hall Window Replacement project. The bid of X-L Building & Design Inc. was opened. The combined bid of the 5 bid items was \$16,841 and that the December 31, 2013 completion date would be met. Seth Friedman made a motion to move forward with the X-L Bid and that Michael Weisel would provide oversight on the project. David Rogers seconded and the motion passed 3-0.

**6:50 p.m. Discussion with Connie Schalk and Sean Audette**

Ms. Schalk and Mr. Audette are former tenants of 77 Corbet Road. They submitted additional information relating to their ongoing dispute with their former landlords which they see as an ongoing health issue at the property. They had been unaware that the issue had been considered resolved by the Town since March 2013 and had signed up to be heard at the next meeting. They relayed their dissatisfaction with not being included in the process as it played out last Spring. The Select board accepted the information provided (redacted copy of an 'Initial Indoor Air Quality Inspection' dated January 3, 2013 with floor plans and photos in addition to a redacted 'Direct Microscopic Examination Report'). Town Health Officer will seek guidance from the Vermont Department of Health.

**7:08 p.m. Discussion with Marlene Cummings**

Ms. Cummings wanted to put a face to the inability of the Acting Administrative Officer to issue a Certificate of Compliance for the Piney Grove Subdivision, that delays associated with a revision to the subdivision have financial impacts. The Selectboard reiterated that the developer and his consultant bear the responsibility of meeting or amending their approval conditions.

**7:29 p.m. Discussion with Sean Audette**

Sean Audette returned to drop off additional information that had not been left with the Board earlier. He expanded on health effects that he believes arise from his tenancy at Corbett Road. The Town Administrator and Town Health Officer will contact the Health Department for advice to include jurisdictional issues.

Seth Friedman moved to approve a Catering License for Yebba Inc. (dba The Abbey) at 646 Irish Settlement Road on October 12, 2013. David Rogers seconded and the motion passed 3-0.

Seth Friedman moved to approve an Access Permit for Nikita Salmon at Irish Settlement Road. David Rogers seconded and the motion passed 3-0. Selectboard signed the current warrants.

**7:45 p.m. Old Business**

Seth Friedman reported that he made boots with tar and fiberglass tape on the existing chimney and vent on the Post Office roof that he thinks will suffice to get



through the Winter. He proposes that the long term fix involves a different heat source which would allow for eliminating the chimney. Town Administrator was directed to ask the Energy Committee to provide input.

David Rogers moved to accept the 2013 VTrans Bicycle & Pedestrian Program grant for the construction of 2,640 linear feet of sidewalk along VT 15 from Park Street to Dumas Road. Seth Friedman seconded and the motion passed 3-0. Chair Brad Holden signed the Project Commitment Form.

By consensus the Selectboard agreed to meet on October 2 at 9:00 a.m. for a work session on the Capital Improvement Program.

By consensus the Selectboard accepted the recommendations for safety improvements under the High Risk Rural Road Projects. Chair Brad Holden signed the written response.

The Selectboard noted that between meetings they had accepted the bid of Tim Clark Enterprises for the hauling of 2,500 ton of winter sand at \$4.70 per ton and that the job would be completed by November 1, 2013. The vote over the phone was 2-1 with Seth Friedman voting for the low bidder (Gary Tatro at \$4.44 per ton). The majority felt that the \$650 difference did not override a desire to spread municipal contracts over different contractors.

Town Administrator directed to contact architects about interior renovations to the Town Clerk's Office.

**8:26 p.m. Minutes**

Review of 09/12/13 Minutes. Seth Friedman moved to approve the minutes of 9/12/2013. David Rogers seconded and the motion passed 3-0.

Review of 09/16/13 Minutes. Seth Friedman moved to approve the minutes of 9/16/2013. David Rogers seconded and the motion passed 3-0.

**8:44 p.m. Announcements/Schedule**

Announcement made of next regular Selectboard Meeting scheduled for October 10, 2013 in addition to the October 2<sup>nd</sup> CIP work session.

**8:48 p.m. Adjournment.**

On a motion by David Rogers, seconded by Seth Friedman the Selectboard adjourns this 09/26/13 meeting. The motion passes 3-0.

Brian Bigelow, Town Administrator  
Read and Approved as submitted/amended

  
\_\_\_\_\_  
Brad Holden, Chair

10/10/13  
\_\_\_\_\_  
Date